

Affordable Housing Coalition
Annual Meeting
January 15, 2013 10AM—1PM
Minutes

1. **Welcome/Introductions/Announcements:** A potluck lunch was held during the Annual Meeting. Members were encouraged to fill their plates before beginning the AHC business.
 - Pam Benson announced that the HRA would be conducting a study on rent subsidies and hopes to apply for designation as a ‘High Performing’ Housing Authority.
 - Sarah Priest announced the Community Action would be opening several tax sites at the end of the month to assist low-income people with tax preparation. Check with Community Action to find tax site locations and if you have other questions.
 - Pam Kramer announced that LISC’s Citizen in Action would be held on 1/26/13 at the Coppertop Church.
 - Dan Peterson announced that the HDC Homeless Project would be at the Hermantown Walmart on 1/19/13 to hand out sleeping bags, gloves, etc.
 - Carol Schultz announced that the MN Housing Partnership will hold its Policy Showcase on 1/19/13 from 1:30 to 4:30 at the Central Hillside Center—One Roof. If planning to attend, register at the MHP website. Showcase attendees will have an opportunity to dialogue with legislators. A Legislative Session Preview will be held on 1/18/13 from 1-4 pm at One Roof.
 - Laura DeRosier announced that SLC staff will submit the annual SuperNOFA application for Continuum of Care funding on 1/17/13 (due on 1/19/13). Laura also announced that the annual Point In Time Count is scheduled for 1/24/13.
 - Rick Klun announced that CCHC is working with a developer to create additional affordable housing units (leasing) for people with Mental disabilities in Hermantown—by Bullyon Homes.
2. **Treasurer’s Report:** Carol reported that the balance at the end December was \$1,182.19 and that nine organizations had already paid 2013 membership dues. Rick Klun moved, to accept the treasurer’s report; the motion was seconded by Pam Kramer and approved.

Carol also reminded members that the Duluth/St. Louis County Days at the Capital are scheduled for 2/13/13 and 2/14/13, and asked for volunteers to help with staffing the exhibit booth. She further reported that Fitgers Hotel will donate a certificate for a one night stay in one of their Executive, Whirlpool rooms. If interested in attending, see the Chamber website.

3. **Election:** Members were reminded of the new officer/executive committee structure as stated in the draft bylaws, and that Past Chair Jeff Corey, Chair Martin Lepak, Vice Chair Sarah Priest and Treasurer/Secretary Carol Shultz were elected in July 2012 for a 18 month term. As such, no elections were held at this meeting. In December, an Election Committee will be formed and charged with selecting candidates for Vice Chair and Treasurer/Secretary to be voted in by the general membership in attendance at the next annual meeting in January 2014.
4. **AHC Review:** Martin and Sarah facilitated a discussion to review the AHC structure and purpose. Comments that came from that discussion included:
 - The Support Services Committee was merged into the Homeless Response Committee and some people expressed concern that the Support Service voice is not being heard. Rick Klun made a motion that was seconded by Erich Lutz, to establish a new Support Services Committee. The motion passed. Dan Peterson agreed to convene members interested a Support Service Committee to bring back their recommendations to the next AHC meeting, that will include a written description of the roles/responsibilities of the Committee and to decide on who would Chair the Committee.

- Members from the Advocacy Committee stated that their meetings tend to focus on housing development, Homes for All and other housing needs and expressed concern that the voice of support service members and others were not being represented at Advocacy Committee meetings. Discussion concluded with a request that other members attend/participate in some of the Advocacy Committee meetings to provide their perspective on housing needs.
- New Project Review: Part of the review discussion focused on how the AHC could best “weigh in” and provide input on evaluating and ranking new housing development projects. It was decided that further discussion on this should be initiated with Keith Hamre. Char agreed to set up that meeting to discuss criteria for ranking, etc.
- Deb Holman talked with members about the Point-in-Time Count—scheduled for 1/24/13, and expressed the need for volunteers to help with the count. She was looking for ideas on how to establish a base of volunteers and other ideas to get unsheltered people counted.

5. Work In Progress:

- By-Laws: A group working on developing and drafting By-laws for the AHC but the work stalled and the by-laws were not completed. The section(s) not completed focused around the Leadership Council and the communication between the Council and the AHC. Laura and Lynn Gerlach-Collard agreed to work with some of the others to complete the by-laws draft and bring it to the February AHC meeting for review and approval.
 - AHC Calendar: A general working calendar was developed when City/County staff started providing staff support to the AHC. However, staff were not keeping up with changes to the calendar and stopped making the revisions. Jeff Corey agreed to update the calendar and send it out to AHC members and to staff to get it posted on the City/County websites. Jeff also agreed to reserve One Roof meeting space for the 2013 AHC meetings.
6. **CoC Point-in-Time**: Stacey Radosevich provided a handout of the survey tool and gave a brief overview of the PiT, including changes made to this year’s PIT, which is scheduled for January 24th. Like Deb, Stacey expressed a strong need for volunteers to seek out unsheltered homeless persons and administer the PiT survey. Anyone interested in helping, please contact Stacey or Deb. Dana said that she has clients that are interested in volunteering, but there was some discussion about who would be good candidates to assist with the survey because a lot of private information was shared by those taking the survey.

7. 2012 Work Plan Review

Accomplishments:

- AHC structure revamp
- Greater member participation
- Gimaajii PSH facility completed and renting units
- Firehouse Flats under construction and opening soon
- Merger between NCLT and NHS into One Roof
- Opening of the Housing Resource Center in Central Hillside Center.

Advocacy

- Bonding from the State Legislature
- Hillside Apartments receiving tax credits
- Duluth receives HUD VASH Vouchers
- Continuum of Care receives Bonus Funds
- Seaway avoids closing, tenants form group, receive support

Work In Progress

Action Items to Complete

- Byi-Laws
- Clarity and criteria for evaluating development proposals
- Clarity of role/purpose for assisting the City of Duluth and St. Louis County on tasks or projects
- AHC education—agency presentations
- Continue discussion, seek resolution on need for landlord-tenant relations

Advocacy Items to Complete

- Homes For All Legislative Agenda
- Presentation or publication of affordable housing info, research and/or marketing to educate members and others about issues and to 'further the cause'.

8. 2013 Work Plan Prioritization:

- Staff support for AHC: Look at ways to obtain and finance staff for the AHC that would do the work of much of the work that City/County staff are currently doing for the AHC. Talk with Keith about ways to fund these activities. Jeff and Pam will explore possible funding, hours needed, and possible candidates who could fulfill this role.
- Homeless Issues:
 - Outreach—volunteers are needed, all AHC member/agency committed to help
 - Support Services subcommittee
 - Advocate for designated Payees for social security---policy change.
 - Heading Home SLC—evaluate Plan and make changes to align with Federal/State Plans to End Homelessness.
- Advocacy
 - Get homeless Response Committee and Support Services Committee members to attend/participate in Advocacy Committee meetings.
 - Continue efforts for hardest to house
 - Send postcards to Legislators
- Education
 - Schedule a presentation by CHUM/Police partner program
 - Continue to schedule program presentations by agencies

9. Adjourn

The next AHC meeting will be held on Tuesday, February 19, 2013, 10:00 am, at the Central Hillside Center